

2020 Yachting New Zealand Affiliation FAQs

How does the affiliation system work?

The club is the affiliated member of Yachting New Zealand. The method of calculating a club's cost of affiliation to Yachting New Zealand is based on a per club member levy system.

A club member is any individual who is a member of a club, whether they are a sailing member or not.

Your club's levy will be calculated by multiplying the total number of individual club members by the affiliation fee.

- Individuals - \$26.60 plus GST
- Family memberships
 - Two family members - \$53.20 plus GST
 - Three or more family members - \$66.00 plus GST (2.5 times the affiliation fee)
 - When membership information is provided to Yachting New Zealand, please include the information for all individuals in a family as per the excel template supplied via email.
- Corporate members - \$26.60 plus GST
- Schools - \$26.60 plus GST
- Life members - exempt
- Patrons - exempt

If your club has volunteers who are given a membership in recognition of their contribution to the club, your club can apply to Yachting New Zealand to have them exempted from the affiliation calculation. However, their information is still required before the exemption can be granted. Any exemptions are at the discretion of Yachting New Zealand and limited to 10 individuals (per club).

What information is required by Yachting New Zealand?

We require information for every individual club member, including volunteers, life members and club patrons **as at March 31** each year.

The following information is required for each individual:

- Member (individual) name and surname
- Member subscription category
- Club subscription amount paid
- Date of birth (**not an age band**)
- Email address
- Gender
- Ethnicity



Contact details are never shared or made available to any third party.

Please provide the information in the template available from Yachting New Zealand and in a Microsoft Excel file (not PDF). This will allow us to sort the information more accurately and make the process more manageable for us all.

The information will enable us to have a clear understanding of the number of males and females by different age and ethnicity groups. We then use this information to understand how membership is changing, what impact Yachting New Zealand is having on participation (membership) and to inform us on how we can better support you, our members and improve what we are doing in each of these areas to be more effective in what we do.

We launched a Women and Girls in Sailing Strategy last year and have learned that having a greater understanding of the gender and age makeup of our clubs would help us enormously to implement targeted programmes in a timely manner.

When does the information need to be supplied?

- **June 13, 2020** – Deadline for clubs to submit requested club data information.
- **July 1-15** - Invoices will be sent out, providing a club has provided the required information to Yachting New Zealand.
- **August 20** – Affiliation payment due. Once payment has been received, a certificate of affiliation will be sent out to the club and a digital membership card to club members. Clubs are required to pay their affiliation fees in full before certificates of affiliation and digital cards can be issued. The certificate will be emailed, however, a hard copy can be posted on request.
- **October 6** - Any club that has not paid their affiliation fees in full or have an approved payment plan in place will not be eligible to attend or vote at the AGM on October 10.

How do I go about applying for a payment plan?

Any requests for financial assistance in the form of a payment plan need to be in writing. Clubs will need to provide Yachting New Zealand with their financials (final or daft), complete member information, acknowledgement on whether the club has accessed the government wage subsidy and finally a demonstration that the club's financial needs are not due to a loss of income from venue hire, or food and beverage.

Will Yachting New Zealand be providing invoices based on estimated numbers if club membership data is not provided?

No. Calculations are based on actual numbers.



Why is it so important to get the information to Yachting New Zealand by the due date each year?

Yachting New Zealand require time for the data to be processed and to follow up on any queries that might arise. If we need some help understanding your club's membership data, we will reach out to discuss. Clubs may be required to provide their financials to Yachting New Zealand upon request.

What about when new members join or resign after March 31?

Any new members who join after March 31 will be part of the calculation for the following season. This will also take into account members who do not re-join or resign from the club after March 31.

Who will see the information?

Your club information will be seen and used by Yachting New Zealand staff only. A disclaimer (see below) can be used to give members piece of mind.

"Information provided in this membership form will be shared with Yachting New Zealand for the purposes of meeting this club's affiliation requirements to the national body as per the Yachting New Zealand Constitution. This will allow Yachting New Zealand to send you your digital membership card and communicate with you (by post and/or electronically) in relation to your membership (e.g. by sending you emails about membership benefits and newsletters). Yachting New Zealand will not share your information with any other organisations. When Yachting New Zealand sends you any electronic communications, it will provide an express option for you to decline receiving any further electronic communications from Yachting New Zealand, via an opt out mechanism. You are able to access and correct personal information held by Yachting New Zealand by contacting Yachting New Zealand at PO Box 33 1487, Takapuna, Auckland 0740 or via email mail@yachtingnz.org.nz."

Why is a digital card being issued to our club members?

Membership cards were previously issued to club members as part of the member card programme, which more than 70 percent of clubs have opted to join. All affiliated club members will qualify for the Yachting New Zealand member card with a dedicated membership number as well as the [partner benefits](#) associated with it.

How does the digital card work?

All club members will be sent an email advising them to download the Yachting New Zealand app once your affiliation fee has been paid. A one-time login and password will be issued and, once your club member has logged in, the digital card and partner discounts will be available for viewing in the member zone. Your club member won't need to log in again in future. The card and partner benefits will no longer be visible when they expire on June 30 each year. The card will be visible again once affiliation has been renewed.



Why are Yachting New Zealand not printing cards anymore?

We're moving with the times. Not only will this be simpler for everyone - one less card to manage, convenience when redeeming member card offerings and a simpler tool for identification – it will provide a considerable cost saving and be more environmentally friendly.

Do I still need to provide information as part of the member card programme?

No. Once you start sending all the details through for affiliation, all those members will be issued with digital cards. We are aware the member cards are from the previous season, but they are issued in good faith to all your existing members. You will be able to update this list with new members who have joined during the year, as well as members who have not renewed. Because we are working with a digital platform, these changes can be instantaneous.

If I sent membership details during the year, do I still need to send member data for affiliation?

Yes. Our levy calculation is based on the type of memberships and we will still need a break down of your member details and the membership category, as per the template.

If you have any queries please contact Monique on 09 361 1471 or by email on monique@yachtingnz.org.nz